REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT
December 23, 1965, 4:00 p.m., Board Room

1. GENERAL FUNCTIONS

1.1 Call to Order

A regular meeting of the Board of Trustees of the Santa Barbara
Junior College District was called to order by President Garvin on
Thursday, December 23, 1965, at 4:08 p.m. in the Board Room at Santa
Barbara City College.

1.2 Roll Call

Members present: Mrs. Kathryn O. Alexander
Mr. Wilbur L. Fillippini
Mr. Sidney R. Frank
Mr. James R. Garvin
Mrs. Dorothy N. Meigs

Members absent: Mrs. Winifred H. Lancaster
Mr. Benjamin P. J. Wells

Others present for all or a portion of the meeting included:

Dr. Robert C. Rockwell, Superintendent-President and
Secretary-Clerk to the Board, SBCC
Mr. Lorenzo Dall'Armi, Administrative Dean, Business
Services, SBCC
Mrs. Marie Lantagne, Administrative Dean, Student
Personnel, SBCC
Mr. Seler O. Wake, Director-Administrative Dean,
Adult Education, SBCC
Mr. Spencer Blickenstaff, Assistant Dean, Adult
Education, SBCC
Dr. John Forsyth, President, Academic Senate, SBCC
Mr. Richard D. Buffum, President, Advisory Council
for Adult Education, and Editor of Coleta Gazette-
Citizen
Mr. Richard B. Taylor, Landscape Architect
Mrs. Louise Thornton, Executive Secretary, SBCC
Mr. M. L. Huglin, Administrative Dean, Instruction, SBCC

The President declared that a quorum was present and ordered that
the Board proceed with the regular order of business.

1.3 Welcome to Guests

Mr. Garvin welcomed the guests and staff members present.
1.4 Minutes

It was moved by Mr. Fillippini, seconded by Mrs. Alexander, and unanimously carried, to approve the minutes as submitted for the regular meeting of December 9, 1965. (Mr. Frank entered the meeting at 4:15 p.m.)

1.5 Hearing of Citizens and Petitions

None.

1.6 Communications

None.

2. PERSONNEL

2.1 Certificated Personnel Assignments

It was moved by Mrs. Meigs, seconded by Mr. Fillippini, and unanimously carried, that certificated personnel assignments recommended in Attachment 2.1 be approved.

2.2 Classified Personnel Assignments

It was moved by Mr. Fillippini, seconded by Mrs. Meigs, and unanimously carried, that classified personnel assignments recommended in Attachment 2.2 and in the addenda be approved.

2.3 Holiday Leave for Classified Employees

It was moved by Mrs. Alexander, seconded by Mr. Fillippini, and unanimously carried, that classified employees of the Santa Barbara Junior College District hired on a 12-month basis be given the Friday before Christmas Day and the Friday before New Year's Day (December 24 and December 31, 1965) as days of leave.

3. CURRICULUM AND INSTRUCTION

No report.

4. COLLEGE PLANTS AND PROPERTY

4.1 Acceptance of Advertised Bids for Additional Landscaping on Campus

After a brief review of bidding procedures, Dr. Rockwell reported
that the low base bid of $65,500 by Aka-Tani Landscape Company of Culver City, California, appeared to be an excellent bid. Discussion ensued concerning Aka-Tani's seemingly high bid of $3,500 for the putting green, Alternate No. 3. Dr. Rockwell suggested that this alternate be eliminated and that the Board authorize installation of the green as a separate item at a later date.

It was moved by Mrs. Alexander, seconded by Mr. Frank, and unanimously carried, to accept the base bid of Aka-Tani Landscape Company of Culver City, California, in the amount of $65,500, with the elimination of Alternate No. 3 in the amount of $3,500, for a total contract of $62,000. The Board wished to go on record as definitely desiring installation of the putting green as soon as possible but only after negotiating for a lower price.

4.2 Installation of Folding Partition in the Board Room

Mr. Dall'Armi reported that the architects were getting an estimate for the "Airwall" (double wall) type of installation mentioned at the December 9, 1965 Board meeting; however, the cost would be considerably higher for the "Airwall" than for any of the other types listed on the December 23, 1965 addenda sheet distributed at the meeting.

After further discussion, it was moved by Mrs. Meigs, seconded by Mr. Fillippini, and unanimously carried, to install the "Soundguard Foldoor" (45-oz. fabric) at an estimated cost of $1,158. The Board requested Mr. Dall'Armi to ascertain the cost of installing inexpensive but durable carpeting in the lounge area only.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

It was moved by Mr. Fillippini, seconded by Mr. Frank, and unanimously carried, that the purchase of supplies, equipment, and services
on purchase order numbers 9854 through 9923, as listed in Attachments 5.1-a through 5.1-c, be approved.

5.2 Payment of Claims

It was moved by Mrs. Alexander, seconded by Mr. Frank, and unanimously carried, that payment of claims listed in Attachments 5.2-a and 5.2-b and in the addenda be approved.

5.3 Statement of Conditions of General Fund, Special Reserve Fund and Excess Tax Funds Cash Accounts

Dr. Rockwell and Mr. Dall'Armi answered questions regarding the statement, which was presented for the information of the Board.

5.4 Statement of Appropriations, Expenditures, Encumbrances and Balances

Dr. Rockwell and Mr. Dall'Armi explained various items in the statement, presented for the Board's information.

5.5 Acceptance of Audit Report

To Mr. Garvin's query about the cost of such an audit, Mr. Dall'Armi replied that it had been bid in conjunction with the Santa Barbara High School District and the Santa Barbara School District, and that Santa Barbara Junior College District paid on a pro-rated basis. He said he would inquire as to the cost for 1964-65, the year before Santa Barbara City College became a separate district.

It was moved by Mr. Fillippini, seconded by Mrs. Alexander, and unanimously carried, to accept the Audit Report prepared by the firm of Bartlett, Pringle and Wolf, Certified Public Accountants, covering the financial statements of assets, liabilities, and fund balances of the Santa Barbara Junior College District for the 1964-65 school year and the related statement of cash receipts and disbursements for the same period; and to authorize the Business Office to distribute copies according to the legal requirement of Education Code section 17206.
5.6 Financial Aid Contract with the Division of Real Estate

Dr. Rockwell explained that the $300 grant from the State Division of Real Estate covers expenses of the College's real estate instructors' travel to conferences and some backing of the course itself. It was moved by Mrs. Alexander, seconded by Mr. Frank, and unanimously carried, to approve the financial aid contract with the Division of Real Estate and to authorize the Business Office to execute the necessary agreement.

5.7 Agreement for Preparation of Program Needs and Schematic Development Plan for Proposed Adult Education Cultural Center

Mrs. Alexander requested clarification of the amounts in the Audit Report (section 5.5 of these minutes) concerned with Adult Education accounts. Mr. Wake said that between $4,000 and $5,000 is earmarked specifically for the feasibility study proposed to be undertaken by the architectural firm of Arendt, Mosher and Grant. Mr. Richard D. Buffum, President of the Advisory Council for Adult Education, added that after the feasibility study is completed it then will be possible to map the course to be taken and that the Board would not be bound by the plans being developed by the architects. It is hoped that some funds will be donated from private sources, but the public first must have something concrete to see, Mr. Buffum added.

Mrs. Alexander asked if the architect would offer alternate plans or if Adult Education had specified exactly what it wanted. Mr. Wake replied that the architect had consulted with all Adult Education staff members for their ideas.

Dr. Rockwell said he believed that the Board would first want to decide how much can be spent on Adult Education and would want to avoid possible duplications, such as a little theater. He pointed out the importance of considering duplication of facilities in the passing of
bonds. Mrs. Meigs asked if the Lobero Theatre would suffice for Adult Education expansion of theatrical activities; Mr. Wake answered that Adult Education activities have already handicapped the Lobero's scheduling of out-of-town productions. Dr. Rockwell commented that certain plans of the City for a theater-auditorium might free the Lobero for Adult Education use.

Mr. Fillippini said that from the small amount of money allotted for architects' fees it appeared to him that nothing very detailed would be prepared at this time; that the money to pay for the feasibility study had been collected for that exact purpose; that the Board should not hold up the feasibility study but should find out what it is that Adult Education has in mind; and that the Board then can make a decision regarding the final plans.

Mr. Buffum reported that preliminary plans will be available after the first of the year. Mrs. Alexander said that she would like to know more specifically about the Adult Education staff's ideas before the architect submits drawings. Copies of the proposal will be mailed to all Board members by Mr. Wake.

Dr. Rockwell said that the Board would want to consider the entire picture: the Adult Education center, the present Santa Barbara City College campus, and a second campus. If parts of the Adult Education Cultural Center would duplicate other SBCC facilities, the architectural firm should not waste its time including such facilities in the plans. He added that the study of the needs of Adult Education is needed before any decisions can be made.

Mrs. Meigs expressed the thought that there should be a link between the Adult Education Cultural Center and the SBCC campus so that the term "culture" would be common to both locations.
Mr. Fillippini said that the Board cannot take action until it receives the same kind of schematic plans as those recently presented by Daniel, Mann, Johnson, and Mendenhall for the SBCC campus.

It was moved by Mr. Fillippini, seconded by Mrs. Meigs, and unanimously carried, to approve the agreement for preparation of program needs and development of schematic plans for the proposed Adult Education Center, said agreement to be executed in behalf of the Santa Barbara Junior College District by Mr. Wake, as Trustee of Adult Education student body funds, with Mr. Wallace Arendt, architect.

6. STUDENT PERSONNEL
   No report.

7. COMMUNITY RELATIONS
   No report.

8. GENERAL INFORMATION
   No report.

9. ADJOURNMENT
   No further business being presented, it was moved by Mrs. Alexander, seconded by Mr. Fillippini, and unanimously carried, that the meeting be adjourned at 5:35 p.m. The next regular meeting will be held on Thursday, January 13, 1966, at 4:00 p.m. in the Board Room at Santa Barbara City College.

Attest:

James R. Garvin
President, Board of Trustees
Santa Barbara Junior College District

Robert C. Rockwell
Superintendent-President and Secretary-Clerk to the Board of Trustees
Santa Barbara Junior College District

Approved by Board of Trustees on January 13, 1966